

**BY ORDER OF THE COMMANDER
HEADQUARTERS, 377TH AIR BASE WING (AFMC)
KIRTLAND AIR FORCE BASE,
NEW MEXICO 87117-5000**

KAFB INSTRUCTION 31-205

15 NOVEMBER 1998

Security

CONTROL OF ANIMALS



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Supersedes KAFBI 31-205, 1 Mar 98

Pages: 5
Distribution: F

This instruction implements AF Policy Directive (AFPD) 31-2, *Law Enforcement*, and establishes policies and procedures for the control of animals on Kirtland Air Force Base (KAFB). It applies to all personnel living or working on KAFB and all species of animals, domestic and wild. **EXCEPTION:** This instruction is not applicable to the KAFB Riding Stables.

SUMMARY OF REVISIONS

The publication number was changed from KAFB Instruction 31-204 to KAFB Instruction 31-205. The prices listed in paragraph 4.2.2 were deleted. Exemption for pets assisting handicapped personnel was added to paragraph 3.3.1. The word "immediately" was added after owner in paragraph 7.2.

1. Explanation of Terms .

- 1.1. Animal. Includes all living species other than plants and microbes.
- 1.2. Farm or Ranch Animal. A domesticated animal normally kept on a farm or ranch rather than in the home or yard. This includes pigs, goats, etc.
- 1.3. Pet. Domestic and semi-domestic, such as a parrot species kept as a companion animal within the home or yard.
- 1.4. Stray. Any pet outside the house or fenced yard not on a leash or tethered.
- 1.5. Wild Animal. Includes all non-domesticated species including those that are captive, such as: monkeys and other subhuman primates, skunks, ferrets, raccoons, exotic cats, wild canines, wild domestic canine crosses, venomous lizards and snakes, wild native birds, caimans, alligators, crocodiles, and any endangered species.

2. Responsibilities .

2.1. 377th Security Forces Squadron, Commander (SFS/CC). SFS/CC is responsible to the KAFB installation commander for the enforcement of this instruction and the capture and impounding of stray animals.

2.2. 377th Civil Engineer Group (CEG). The base civil engineer is responsible for pickup and disposal of all dead animals on base except personal pets in the military family housing areas.

2.3. CEG/Housing Division (CEH). The base housing officer will ensure, at the time of assignment of quarters, housing occupants are advised of this instruction on the control of animals and the requirement to register pets within 30 days of arrival.

2.3.1. After three nuisance complaints, based on the housing occupant's file the housing office maintains, CEH will consult the staff judge advocate for the appropriate action. CEH will make a recommendation to the 377th Support Group Commander (377 SPTG/CC) for either administrative punishment or withdrawal of on-base quarters privileges after three nuisance complaints. Complaints may include excessive barking, running loose, destruction of property, failure to pick-up droppings on a daily basis, etc., or one unprovoked bite. CEH will forward their recommendations as warning letters or eviction letters to 377 SPTG/CC for action.

2.4. 377th Services Squadron/Base Veterinarian (SVS/SGV). SGV is responsible for the immunization against rabies of all dogs and cats kept on base and enforcement of adequate quarantine.

3. Animal Control Requirements .

3.1. Compliance. Personnel maintaining or bringing animals onto KAFB will comply with the provisions of this and other applicable instructions or directives. Housing occupants may not keep more than three pets exceeding the age of 3 months at any one household. Excluded from these requirements are caged birds, small-domesticated rodents, fish, rabbits, reptiles, amphibians, and insects. Do not keep any animal on KAFB that present a public health hazard or danger, as determined by the base veterinarian. Personnel are advised against holiday purchases of chicks and rabbits. Clear all unusual or exotic pets with the base veterinarian prior to purchase. **NOTE: Wild animals are prohibited.**

3.2. Pet Registration. Pet owners will ensure each required animal is vaccinated against rabies at three months of age and annually thereafter. Pet owners will also ensure each required animal is vaccinated against diseases listed in paragraphs 3.5.1 and 3.5.2. The base veterinarian may make exceptions for certain species. Pets must be registered yearly. Both a Veterinary Health Record (green folder) and a certificate of rabies vaccination signed by a military or licensed civilian veterinarian will constitute registration along with proof of vaccinations mentioned in paragraphs 3.5.1 and 3.5.2. An invoice or bill from a licensed veterinarian or a statement signed by a licensed veterinarian will be accepted as proof.

3.3. Restrictions.

3.3.1. Pets will not be permitted in, or immediately adjacent to, any base dormitory. Pets are restricted from places of duty, excluding KAFB Veterinarian Services, and service activities on KAFB. **EXCEPTION: Pets used to assist handicap personnel are exempt from these restrictions.**

3.3.2. Occupants must keep all pets in the house or fenced yard. Pets in unfenced yards on a tether are not allowed. Pets requiring tethering in fenced yards must have access at all times to adequate food, water and shelter.

3.3.3. Security Forces are authorized to use necessary devices, including tranquilizer guns, to capture strays and untagged pets. SF personnel will take every precaution, but liability is not assumed on the part of the US Government for injuries or death of animals resulting from the use of such devices.

3.3.4. Inhumane treatment of animals is prohibited. This includes, but is not limited to, the following:

3.3.4.1. Failure to provide adequate food, water, shelter, or veterinarian care.

3.3.4.2. Driving or working an animal unfit for such labor.

3.3.4.3. Beating, torturing, or mutilating any animal.

3.3.4.4. Willfully poisoning, killing, or injuring an animal.

3.3.5. Typically the law enforcement desk will be the first base unit notified of animal neglect or abuse. If in the opinion of the Security Forces (SF) patrol there is suspected inhumane treatment of animals, the base veterinarian will carefully evaluate suspected cases. The veterinarian will advise the installation commander and Security Forces on such cases. After being briefed, the installation commander will determine if corrective actions should be taken.

3.4. Quarantine. If a pet, whose owner resides on base bites or injures a person, the animal will be taken to the base veterinarian for examination. The base veterinarian will determine quarantine of a pet. If home quarantine is not approved, the owner will place the animal in a civilian veterinary hospital or the Albuquerque Animal Services (AAS) at the owner's expense.

3.4.1. If an animal bite is reported to SF during off-duty hours, SF will instruct the owner to quarantine the animal based on the animal's vaccination status. If the animal has had a rabies vaccination within the past year, the animal will be quarantined at the owner's residence. If the animal has not had a rabies vaccination within the past year, the animal will be quarantined at a civilian veterinary hospital or AAS at the owner's expense. In each case, security forces will instruct the owner to contact the base veterinarian on the first duty day following the incident. The base veterinarian will evaluate the bite case and decide on further quarantine of the animal.

3.4.2. If a stray is involved in an attack or aggressive behavior, the Security Forces will transport the animal to the AAS for quarantine or disposal. When Security Forces transport an animal involved in an incident to the AAS they must provide the following information: the victim's name, telephone number, and address. When a stray involved in a bite case is impounded, the base veterinarian must be notified by calling 846-4276/4280. If an animal is impounded after duty hours, leave a message for veterinary technician services personnel at 846-4276. Provide the following information to the base veterinarian via telephone: the victim's name, telephone number, address, AAS impound number, and complete description of animal.

3.5. Vaccination Requirements.

3.5.1. Occupants must vaccinate puppies for canine distemper and canine parvovirus, in a multi-valent combination vaccine, at 3 to 4-week intervals beginning no earlier than 6 weeks of age until they are 20 to 22 weeks of age. Dogs that are not vaccinated but are over 22 weeks of age are to

receive two vaccinations approximately one month apart for these diseases. Thereafter, dogs are to receive yearly booster vaccinations for these diseases. A licensed veterinarian must give vaccinations. These requirements are in the best interest of disease control and health for the pet and human population of KAFB. (See Air Force Joint Instruction 48-131, *Veterinary Health Services*).

3.5.2. Kittens are to receive three vaccinations between the ages of 8 and 16 weeks for feline panleukopenia (feline distemper), feline rhinotracheitis, and feline calicivirus. Unvaccinated kittens over this age are to receive two vaccinations approximately one month apart for these diseases. Thereafter, cats are to receive yearly booster vaccinations for these diseases. A licensed veterinarian must give vaccinations. These requirements are in the best interest of disease control and health for the pet and human population of KAFB. (See Air Force Joint Instruction 48-131, *Veterinary Health Services*).

4. Control of Stray Animals .

4.1. Uncontrolled or Stray Pet Impoundment. SF personnel will take any uncontrolled or stray pet to the AAS for impoundment. If the animal has a KAFB registration tag, SF personnel will consult registration tag lists provided by KAFB Veterinary Services personnel and attempt to contact the registered owner of the animal to inform them of the impoundment. This list is provided to the Law Enforcement Desk (LED) on a monthly basis.

4.1.1. When an owner claims their pet from the AAS, he/she will pay all expenses for impoundment and boarding of the pet.

4.1.2. When an owner claims his/her pet from the AAS, the law enforcement desk will place his/her name into a database to keep track of repeat impoundments.

4.1.3. The cost for impoundment will be at the owner's expense. The number of impoundments will return to zero one year from the date of the first impoundment.

4.1.4. There will be an additional charge of \$3 per day for boarding the animal and an additional charge of \$25 if the animal is not spayed or neutered. The owner of the impounded animal will sign an agreement stating that within 30 days after release the owner will either sterilize the animal or obtain a hobby breeder or intact animal permit. This \$25 fee is a sterility deposit and will be refunded upon proof of sterilization from a licensed veterinarian.

4.2. Unclaimed Pets. Pets not claimed within 72 hours will be available for adoption or disposed of according to applicable state laws.

5. Control of Farm and Ranch Animals .

5.1. Sheltering. Do not keep farm and ranch animals (horses, mules, pigs, goats, cows, etc., as pets in homes or yards. Keep these animals at the KAFB Riding Stables only, (subject to the approval and restrictions of the base veterinarian and the KAFB Riding Club). Do not ride equine mammals (horses, mules, donkeys, etc.) within 300 feet of secure areas or other operational facilities including the Tijeras Arroyo Golf Course and Arroyo Del Coyote.

6. Feeding/Capturing/Destroying of Wild Animals .

6.1. Feeding Wild Animals. The feeding or keeping of wildlife as pets is an unsafe practice and will not be allowed. Wild animals including ground squirrels, prairie dogs, and coyotes are potential carriers of a large number of diseases that can be transmitted to humans. Plague and rabies pose the greatest danger in our area. Feeding wild animals also increases the possibility of injury to humans and animals and brings them into contact with members of the Kirtland community.

6.2. Capturing Wild Animals. Security Forces personnel will contact the New Mexico Department of Fish and Game for assistance in capturing and disposing of large wild animals (deer, bears, coyotes, etc.). (See AFI 32-7064, KAFB Supplement, *Integrated Natural Resources Management*.)

6.3. Destroying Wild Animals. **DO NOT** destroy dangerous animals (domestic or wild) by means of firearms without the prior approval of the installation commander, vice commander, or SFS/CC, and without coordination with the New Mexico Department of Fish and Game.

7. Disposition of Sick or Expired Animals .

7.1. Sick, Crippled and/or Maimed Animals. Security forces will contact the New Mexico Department of Fish and Game concerning the disposition of sick, crippled, or maimed wild animals (deer, bears, raccoons, skunks, wild canines, wild domestic canine crosses, etc.).

7.2. Expired Animals. The 377th Civil Engineer Entomology Section will pick up all dead animals (raccoons, skunks, exotic cats, wild canines, and wild domestic canine crosses). They will not pick up personal pets in the military family housing areas but they will consult with the base veterinarian prior to disposal if the animal is involved in a bite or scratch case. The entomology section should pick up dead animals within 8 hours of notification; however, they will pick up skunks immediately. Pet owner must immediately dispose of dead privately owned pets.

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